

GENERAL NOTES

1. STANDARD SPECIFICATIONS

- a. All work performed and materials used shall be in accordance with these Standard Details and Specifications and shall be used in conjunction with the latest edition of "Standard Specifications for Road, Bridge and Municipal Construction" issued by Washington State Department of Transportation and American Public Works Association Washington State Chapter, which hereinafter shall be referred to as "Standard Specifications."
- b. The Standard Specifications except as they may be modified or superseded by these Standard Details and Specifications shall govern all phases of work for, but not limited to public and private streets, driveways, parking lots, commercial and industrial developments, apartments, within the City of Redmond limits and any City of Redmond franchised utility installed within King County

2. PERMITS & LICENSES

Prior to construction, and in addition to any other permits required, a City of Redmond "Street and Curb Permit" MUST be obtained for all construction work within the City's right-of-way.

In addition, Contractors and subcontractors are required to possess a current City of Redmond Business License. Suppliers are exempt.

3. PLANS

It is a requirement of the City of Redmond, Department of Public Works, that an approved set of Construction Plans for all work be kept on the construction site at all times. In addition, a copy of the current City of Redmond Standard Details and Specifications shall also be available at the construction site.

4. PRECONSTRUCTION

The Contractor/Owner, Engineer/Manager, Utility and City representatives shall hold a pre-construction conference prior to starting any construction on the project. One week's notice is required for scheduling pre-construction meetings (See Inspection page 1.2 to coordinate meeting).

5. INSPECTION

The Department of Public Works Construction Division (425-556-2723 or the Inspection Hotline at 425-556-2435) shall be notified 48 hours prior to starting any type of construction including clearing & grading, sanitary sewers, water mains, fire sprinkler, supply mains, fire standpipes, fire department connections, storm drains, curb and gutters, sidewalks, driveways, street grading and paving or utilities and surface improvements.

6. NOISE CONTROL

- Unless otherwise explicitly approved, hours of construction shall be limited from 7:00 a.m. to 7:00 p.m., Monday through Friday; Saturday 9:00 a.m. to 6:00 p.m.; Sunday, no work permitted. This shall apply to all construction work enforced by the Redmond Community Development Guide Section 20D.100 (Noise Standards). See the section for exception and details. Work not impacting residential areas shall be 7:00 a.m.- 10:00 p.m. Monday through Saturday.

7. CONTROL OF MATERIAL

The source of supply of each of the materials furnished by the contractor shall be submitted to the City for approval prior to delivery. Only materials conforming to the requirements of the Standard Specifications and approved by the City shall be used in the work. Testing of materials may include tests of actual samples, manufacturer's certifications, approval of catalog cuts, or field acceptance reports.

8. RECORD DRAWING PLANS

One of the important steps upon the completion of construction improvements in the City of Redmond is a submittal of Record Drawings. The drawings are important assets to the City as well to its residents and customers. They are used for many purposes, ranging from indicating what was actually constructed in the field to helping locate facilities during emergency situations.

What items shall be included?

- Record drawings will show accurate locations of storm, sewer, water mains and other water appurtenances, structures, conduits, power poles, light standards, vaults, width of roadways, sidewalks, landscaping areas, building footprints, channelization and pavement markings, property lines, easements, etc.

What are the accuracy requirements?

Note: This is a partial list of the construction items and tolerance limits to be incorporated into the Record Drawings. Other items and tolerances shall be required depending on the type of improvements constructed.

- Surveyed Sewer and Stormwater elevations.....+/-0.01'
Includes pipe invert elevations, top of castings (manholes, inlets, etc.)
- Surveyed Water elevations.....+/-0.25'
- Horizontal and vertical alignment.....+/-0.1'

The drawing will be accurately located in state plane coordinates using NAD-83-91 survey control and tied to any 2 City of Redmond Horizontal Control Monuments.

What is required from you?

The Record Drawing delivery shall be in electronic as well as in hard copy format.

Each drawing, except for the Digital file, shall bear the P.E./P.L.S. Stamp, Signature and Date and be reproduced on the following media:

Preliminary Submittal:

- Two sets of full size prints.
- Digital files with drawing/layer documentation.

Final Submittal:

- Full size PHOTOGRAPHIC MYLAR Sepia or Xerox mylars will not be accepted.
- 11"x17" PHOTOGRAPHIC MYLAR, matt finish preferred.
- 8-1/2"x11" PHOTOGRAPHIC NEGATIVE
- Three sets of full size PRINTS.
- Digital files with drawing/layer documentation.

How does the Preliminary Record Drawing Submittal and Review Process work?

Upon completion of improvements and prior to project acceptance, Record Drawings in digital and hard copy format shall be submitted for review and approval.

- Submit 1 digital copy and 2 hard copy sets for review to Engineering Division, 3rd Floor, City Hall, Please call (425) 556-2735 if you have any questions.
- If review of the preliminary Record drawings reveals errors and/or omissions, the digital files and drawings (redlines copies) will be returned to the Engineer/Surveyor for corrections. The Engineer/Surveyor shall make all corrections in the digital copy of the original construction plans and re-plot the hard copy. Please resubmit the digital files, two revised plans sets derived from the revised digital files and redlines for re-review. Upon approval of preliminary record drawings, the Engineer/Surveyor will be notified by the Public Works, Engineering department to proceed with the "Final Submittal".

Who should approve the final drawings before submitting it to the City?

- The final drawings shall be prepared and stamped by a Professional Engineer and/or Professional Land Surveyor currently licensed in the State of Washington verifying that all improvements have been built in accordance with the approved construction plans and that all changes will be accurately noted in the digital file on the appropriate plan sheets and detailed drawings. The hard copy submittal derived from the digital file shall reflect these changes.

What should the electronic delivery include?

- All sheets of the original digital construction plans with noted construction changes. All field changes and any existing utilities encountered during construction shall be recorded by the construction contractor and/or design consultant.
- All Record Drawing changes will be made in the digital format.
- Changes to text: invert elevations, dimensions, notes, etc. will be lined out with the Record Drawing text placed above it. Do not alter, modify or erase original approved design text.
- Changes made to Graphic features: pipe, catch basins, hydrants, etc. shall be moved to reflect their accurate surveyed locations.
- An overall digital site plan.
- A detailed digital and/or hard copy list of drawing files with the corresponding layers/levels and their contents will be included with the digital drawing file. The list shall include but not be limited to: Digital File names, Drawing names (logical), Level number/Layer name and Level/Layer description.

Do Record Drawing changes need to be made in the Original Digital Construction Drawing?

- Yes, all changes need to be made to the original City Approved digital Construction files and then re-plotted to create the hard copy submittal. Digital Record Drawings created from anything other than the digital construction drawings will not be accepted. Hand drafted changes to mylars or paper copy submittals will not be accepted.

What format should the electronic delivery be in?

- Digital files shall be provided in MicroStation ".DGN" (preferred), or AutoCAD version r14 or older ".DWG" format. All support files required to display or plot the files in the same manner as they were developed shall be delivered along with these files. These files include but are not limited to (MicroStation) Customized Line Styles libraries, Cell Libraries, Font Libraries, Pen Tables and Referenced Files, (AutoCAD) Block Libraries, Font Files, Menu Files, Plotter Setup and Referenced Files. Do not include P.E./P.L.S. stamps, signature and border files. Scanned hard copy

drawings using raster to vector conversions will not be acceptable digital format.

- The files will be submitted on a recordable compact disc (preferred) or MS-DOS formatted 3.5" floppy disk(s). Each disc will be labeled with the project name and the name of the company that prepared them.
- The drawing will be at full scale. Microstation working units will be set to 1:1000 with Master units set to "ft" for site plans; The drawing will be accurately located in state plane coordinates using NAD-83-91 survey control and tied to any 2 City of Redmond Horizontal Control Monuments.

What should the hard copy delivery include?

- Three sets of prints derived from the Record drawing digital file will include the Stamp, Signature and Date of the Professional Engineer or Professional Land Surveyor that prepared the Record drawing document.
- Record drawing submittals are to include all sheets of original city approved construction drawings except TЕСP and City Standard Details, i.e.: Title sheet, Plan(s), Profile(s), Sensitive Areas/Wetlands and Site Specific Details.

Who do you contact if you have additional questions?

- Please call the Public Works Engineering Division (425) 556-2735 if you have any questions.

Where do you submit your Record Drawings?

- Public Works Engineering Division
3rd floor Redmond City Hall
15670 N.E. 85th Street
Redmond, WA 98073-9710